

## Kentucky Applied Behavior Analyst Licensing Board

September 24, 2012

A regular meeting of the Kentucky Applied Behavior Analyst Licensing Board was conducted on September 24, 2012 at the Office of Occupations and Professions, in Frankfort, Kentucky.

<b><u>Members Present</u></b> Shelli Deskins, Ph.D., Chair Steve Foreman, Vice Chair Stephen Wood Brady Dunnigan, Attorney at Law Stan Bittman, Ph.D.  <b><u>Members Absent</u></b> Scott Brinkman, Attorney at Law	<b><u>Occupations and Professions Personnel</u></b> Lindsey Lane, Board Administrator  <b><u>Others</u></b> Michael West, General Counsel
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### **Call to Order**

Dr. Deskins called the meeting to order at 10:07am.

### **Approval of Minutes**

Minutes of the August 27, 2012 meeting were presented for the Board's review. Mr. Dunnigan made a motion to approve the minutes as presented. Mr. Foreman seconded that motion and it carried.

### **Financial Report**

The Board reviewed their financial report that ended in August 2012.

### **Report from O&P**

Ms. Lane reported that there have been some personnel changes made at O&P and the office just welcomed Wendy Tucker who will be in charge of all website administration and working on the new database that holds all licensee information. Ms. Lane explained that with the possibility of a new database in the near future that the Board would need to decide if they wanted to add any personal information to the licensees file. The Board decided to only add a link to where the licensees email is located in case someone wanted to reach them that way.

### **Board Counsel Report**

Mr. West reported at the Supervision Regulations are ready to be filed. Those regulations will be filed before the October 15<sup>th</sup> deadline and LRC will begin its review process at that time. The public will also have a chance to make comments at a public hearing should one be needed. Dr. Deskins provided the Board with information regarding the new Supervision guidelines that recently were sent out from the Behavior Analyst Certification Board.

### **Old Business**

The Board reviewed the final draft of the Supervision Regulations presented by Mr. West. The Board will need to keep these regulations up to date with the Behavior Analyst Certification Board guidelines and Supervision requirements. The Board will move forward with the file deadline of October 15, 2012.

### **New Business**

Ms. Lane informed the Board that they had three new applications to review and possibly license. Dr. Bittman made a motion to approve the Application for Licensed Behavior Analyst submitted by Erick Dubuque. Mr. Dunnigan seconded that motion and it carried. Mr. Dubuque will receive his license once his full fee has been submitted. Mr. Foreman made a motion to approve the Application for Licensed Behavior Analyst submitted by Michelle Stimley. Mr. Wood seconded that motion and it carried. Mr. Wood made a motion to approve the Application for Licensed Behavior Analyst pending the receipt of the five required hours of Abuse and Neglect training submitted by Lori Phan. Mr. Foreman seconded that motion and it carried.

The Board began reviewing requirements from the BACB regarding Supervisees. They will continue to work with the language and create a regulation for Supervisees.

After review of the current Application for Licensure, the Board would like to add a fee structure to the application and make the changes requested by the Board to the outline of the

application. These changes will have to be filed. Ms. Lane will bring an updated copy of the application to the October meeting.

The Board currently has an officer vacancy since Dr. Deskins was voted to serve as Chairman until the January elections. Mr. Wood nominated Mr. Foreman to serve out the remaining vacancy as Vice Chairman. Dr. Bittman seconded that motion and it carried.

#### **Travel and Per Diem**

Mr. Foreman made a motion to approve travel and per diem for today's meeting. Mr. Wood seconded that motion and it carried unanimously.

#### **Adjournment**

Mr. Dunnigan made a motion to adjourn the meeting. Mr. Foreman seconded that motion and it carried unanimously.

Meeting adjourned at 12:14pm.